



MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS  
JUNE 10, 2021 MINUTES

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, June 10 2021 at 7:00 pm at the Schoonover Municipal Building.

The State and Township continue to operate under emergency procedures due to the COVID-19 pandemic. The Board of Supervisors is holding in-person meetings as well as providing an opportunity for public participation through video and audio advanced communication technology ("ACT"), using the ZOOM internet application, including telephone option.

Board of Supervisors present: Annette Atkinson, Mark Oney and Mike Dwyer. Also present were Township Solicitor Michael Gaul, Esq., Township Engineer Christopher McDermott, P.E., and Township Secretary Michele Clewell.

Plan presenters for Winds Wests Self Storage Units Land Development Plan; Brad Hagadorn, of Arc West Properties on the Zoom internet application/telephone option; and Deanna Schmoyer, P.E. in person.

Plan presenters for the Lot Consolidation Minor Subdivision Scotty's Gas Station; Alan Chyko, PLS Operation Manger Barry Isett & Associates, Inc.

Residents in-person; Debbie Kulick and Nancy Bittner.

The meeting was called to order at 7:00 p.m. by Chairman Annette Atkinson and it was opened with the Pledge of Allegiance.

**Approval of Agenda**

Annette Atkinson made a motion to approve the agenda. Mark Oney seconded the motion. Motion passed 3-0.

**Approval of Minutes**

Annette Atkinson made a motion to approve the May 27,2021 minutes. Mark Oney seconded the motion. Motion passed 3-0.

**Report of Executive Session(s)**

None

**Announcements**

Swimming pool passes are now available at Middle Smithfield Township for the Dansbury Pool in East Stroudsburg, through a mutual agreement. The Master Gardner's basic training session will begin in the fall; the last day to apply is June 15<sup>th</sup>. Discounts on

the cost of the basic training are available for those interested by contacting Christopher Rain at [crain@mstownship.com](mailto:crain@mstownship.com). The American Red Cross is holding another community blood drive at the Community Cultural Center Wednesday, June 16, 2021 from noon to 5pm. The COVID mobile vaccine unit will be at the Cultural Center July 22<sup>nd</sup> and August 17<sup>th</sup>.

### **Committee & Department Reports**

*The reports are available on the side table and will be available in their entirety on the township website.*

Mark Oney stated that the golf season is off to a good start with the number of rounds played. Golf events are increasing now that COVID restrictions have lessened. Tractor Supply has applied for a variance through the Zoning Hearing Board; scheduled for June 22<sup>nd</sup>.

Annette Atkinson reported that the Judy Putek Park has been selected to host a Live Stake Nursery. The Nursery will grow native plants from which cuttings can be planted along the banks of rivers and streams in the area. The entire project is funded by a grant from PA American Water and was awarded to the Penn State Extension Watershed Steward program.

Ms. Atkinson stated that an Eagle Scout Court of Honor was held last Thursday, June 3, 2021 at the Community and Cultural Center, to induct two new Eagle Scouts; Lucas Jorstad and Myles McHugh. There are proposed to be (12) total fitness stations, all built by Eagle Scouts, to correspond to the principles of scouting. Lucas completed the parallel bars at Echo Lake park, and Myles completed the balance beam and installed a bench.

### **Correspondence**

None

### **Treasurer's Report**

#### Payables

Mike Dwyer made a motion to approve the general fund payables in the amount of \$274,125.41. Mark Oney seconded the motion. Annette Atkinson abstained from voting as there is a reimbursement check included that is payable to her for furniture for the cultural center that was returned and refunded. Motion passed 2-0.

Mike Dwyer made a motion to approve the sewer fund payables in the amount of \$21,900.62. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the golf course payables in the amount of \$7,956.57. Mark Oney seconded the motion. Motion passed 3-0.

## **Solicitors Report**

None

## **Engineers Report**

### Lot Consolidation Scotty's Gas Station Minor Subdivision Plan and Modification

Requests; Alan Chyko from Barry Isett, Associates presented the lot consolidation plan for the Scotty's Gas Station and asked if anyone had any questions. Chris McDermott stated that the plan proposes the consolidation of two parcels of land. They are proposing to consolidate parcel 2 with Parcel 1 to result in a single consolidated lot of 3.408 acres. The smaller parcel 2, which contains the automotive repair facility building, is located totally within the boundaries of the larger parcel.

The Middle Smithfield Township Planning Commission reviewed the plan and recommended approval subject to addressing the Township Engineer's review letter.

### Modification Requests:

1. Section 170-44A; Waiver from slope easements along all adjacent street right-of-way lines. There is no significant slope or grade change along adjacent street right of way line. Mark Oney made a motion to grant the modification request under Section 170-44. A. Annette Atkinson seconded the motion. Motion passed 3-0.

2. Section 170-100.A; Waiver requested from scale of one-inch equals 50 feet or one-inch equals 100 feet. The current plan scale is at one-inch equals 30 feet in order to provide adequate detail and to make the plan legible. Mark Oney made a motion to grant the modification request under Section 170-100. A. Annette Atkinson seconded the motion. Motion passed 3-0.

Chris McDermott stated that there are minor items to clean up on the plan; but overall the plan is sufficient. He recommended approval subject to meeting his July 9, 2021 review letter comments.

Mark Oney made a motion to conditionally approve the Lot Consolidation Scotty's Gas Station Minor Subdivision Plan, subject to complying with the Township Engineers letter dated June 9, 2021 and payment of outstanding professional fees. Mike Dwyer seconded the motion. Motion passed 3-0.

## **Old Business**

None

## **New Business**

Accept and Approve the Engagement Letter for Professional Services of Morgan, Hallgren, Crosswell & Kane, P.C; Upon recommendation of the Township Solicitor's firm, in connection to the sale of the golf course, Annette Atkinson made a motion to accept and approve the Engagement Letter for Professional Services of Morgan, Hallgren,

Crosswell & Kane, P.C. Mark Oney seconded the motion. Mike Dwyer stated concerns with the wording in the agreement as to how they will bill for attorney vs. paralegal time. Upon further discussion and direction to write on the bill asking for clarification, the motion passed 3-0.

Renaming Future Township Road; Diss Way to Pongside Drive; Mike Dwyer made a motion to rename Diss Way Road to Pongside Drive, subject to receiving the property description from Frank Smith P.L.S. Mark Oney seconded the motion. Motion passed 3-0.

Attorney Gaul stated that once the road description is received, documentation can be filed with the County designating Pongside Drive as a Township road. The Resolution can also be submitted to PennDOT to add to the liquid fuel's allocation of township roads.

Resolution 06-2021-1; Amended Building Meeting Room Rental Policy for 147 Municipal Drive; Annette Atkinson made a motion to approve Resoltuion 06-2021-1 amended building meeting room policy for 147 Municipal Drive. Mark Oney seconded the motion. Debbie Kulick asked what are the amendments. Michele Clewell responded that clarification on the building room usage is more defined. Motion passed 3-0.

Seasonal Employees Hired; Annette Atkinson made a motion to ratify the seasonal and/or part time employment of the listed employees for 2021. Mark Oney seconded the motion. Motion passed 3-0;

<b>Name</b>	<b>Department</b>
Amato, Anthony	Maintenance
Beniamino, John	GC Maintenance
Brown, Elijah	Admin
Demarco, Hugo	GC Maintenance
Miranda, Juan	Building/Grounds Maintenance
Osburn, Randy	GC Maintenance
Suydam, Robert	GC Maintenance Irrigation
Durham, Hannah	Pro Shop/Bev Carts
Nakash, Jack	Pro Shop/Carts

Tompkins, Luke Pro Shop/Carts

Trauschke, Billie Bev Carts

**Public Comment**

None

**Adjournment**

Annette Atkinson made a motion to adjourn the meeting at 7:34p.m. Mike Dwyer seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell, Township Secretary  
June 10, 2021

**General fund**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>
05/28/2021	19652	Miggys Five	Inv. 5/14
06/01/2021	19654	Middle Smithfield Township 2019 GOB American United Life Insurance Company	2019 GOB installment G00612999 6/1/2021 - 6/30/2021
06/02/2021	19653		
06/04/2021	19655	Early Construction Company, Inc.	Proposal #1 - 50% - Shower Stalls in Lower Level of Cultural Center
06/07/2021	wt	BMO Bank of Montreal	May Credit Card Charges
06/08/2021	79621436	Met Ed	100138495898 Echo Lake
06/09/2021	79640967	Met Ed	a/c 100136420260 Library-Cultural Center
06/09/2021	79641138	Met Ed	100114051681 Bark park
06/09/2021	79640841	Met Ed	100069220836 River Rd light
06/10/2021	19656	AFLAC	Insurance Acct. # Y2051
06/10/2021	19657	Alura Business Solutions LLC American United Life Insurance Company	Inv. 38058 Services G00612999 7/1/2021 - 7/31/2021
06/10/2021	19658		
06/10/2021	19659	Annette Atkinson.	Leather Folding Chairs for Cultural Center/Library
06/10/2021	19660	Blue Ridge Cable	Inv. 0377113-01 (6/13-7/12)
06/10/2021	19661	Bradco Supply Co	Inv. 205238 Parts
06/10/2021	19662	Claude S. Cyphers, Inc	Inv. 708815 Parts
06/10/2021	19663	Cleveland Brothers	Inv. INPP4304326 Parts
06/10/2021	19664	Cooper Electric	Inv. S044376352.001 Parts
06/10/2021	19665	Corporate Protective Services	Inv. 823 Armed Guard 5/13 & 5/27 2105-749206, 749589, 750879, 2106-751612, 752141, 752777, 75284
06/10/2021	19666	Cramer's Home Center	754276
06/10/2021	19667	Dawn M. Arnst Tax Collector	Tax Collector Supplies & Postage
06/10/2021	19668	East Stroudsburg Area School District	Inv 2112-01 Ressica Park Lease
06/10/2021	19669	Gilmore & Associates, Inc.	Inv. 208894, 208895
06/10/2021	19670	Gotta Go Potties, Inc	Inv. 105456, 105457

{00888169}

06/10/2021	19671	H.A.R.I.E	307441611-19 Audit Additional Premium & L&I Assessment
06/10/2021	19672	Hunter Keystone Peterbilt, LP	Inv. X210143060:01 Parts
06/10/2021	19673	J.P. Mascaro & Sons	Inv. 226439 - Cleanup Dumpsters
06/10/2021	19674	Leroy Lewis	June 2021 Contracted Maintenance- Dog Park
06/10/2021	19675	Lorenda Rosado	Security Return - Pavillon Rental - Ressica
06/10/2021	19676	M.S.T.S.D.	Reimbursement of 2020 Over Funding of the 2019 GOB
06/10/2021	19677	Marko Radiator	Inv. 813029 Clean & Test Condenser
06/10/2021	19678	Marshalls Creek Group LLC.	Case # 09.9a.1.38-3 2020, 09.9a.1.38-3 2021
06/10/2021	19679	Miggys Corp Six.	Case # 09.7.2.39-12 2020, 09.7.2.39-12 2021
06/10/2021	19680	Miggys Five PA Municipal Health Insurance Cooperative	VOID: Inv. 6/2
06/10/2021	19681	PA One Call System, Inc.	Inv. 61114-0 - July Health Insurance
06/10/2021	19682	Pennsylvania American Water	Inv. 907961 Month Activity Fee
06/10/2021	19683	Pocono Chamber of Commerce	Inv. 1024-210033478776 (4/30-5/27)
06/10/2021	19684	Praxair Dist Mid-Atlantic	Inv. 3268 Non-Profit annual Membership Dues
06/10/2021	19685	Prosser Laboratories	Inv. 63776066 Cyclinder
06/10/2021	19686	SFM Consulting LLC	Inv. 504495, 505278, 508184
06/10/2021	19687	Staples Advantage	Inv. BC-006, Z-006, U&Os-06
06/10/2021	19688	Suburban Propane-2753	Inv. 3478020716 Office Supplies
06/10/2021	19689	Super Heat, Inc	Inv. 542191 Diesel
06/10/2021	19690	TCA, Inc	Inv. 103668, 103732
06/10/2021	19691	Uline	Inv. C.N. 1219-04 & C.N. 1219-04-02
06/10/2021	19692	A.B. Martin Roofing Supply	Inv. 134061513 Gloves
06/10/2021	19693	Miggys Five	Roof for CC Mailbox Pavillon
06/10/2021	19694		Inv. 6/2

**Sewer Fund**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
06/10/2021	14591	AT&T	0195333847001	45.70
06/10/2021	14592	COYNE CHEMICAL	359715	2,115.00
06/10/2021	14593	Evoqua Water Technologies GILMORE & ASSOCIATES, INC.	904918708	3,700.06
06/10/2021	14594	Link Computer Corporation	143268	563.44
06/10/2021	14596	PA ONE CALL SYSTEM, INC.	907965	20.06
06/10/2021	14597	WASTE MANAGEMENT	3550035-0203-4	4,202.80
06/10/2021	14598	Recorder of Deeds		2.00
06/10/2021	14599	Recorder of Deeds		2.00
06/10/2021	14600	Recorder of Deeds		2.00
06/10/2021	14601	Recorder of Deeds		2.00
06/10/2021	14602	Graymount PA Inc.	462944	6,094.00
06/10/2021	14603	Pennsylvania American Water	1024- 210031497597	16.81
				<b><u>21,900.62</u></b>

Golf fund

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
05/28/2021	61640	Banko Beverage	Beer	(67.20)
06/04/2021	61642	Banko Beverage	Beer	(378.26)
06/04/2021	61643	LT Verrastro Beverage	Beer	(271.28)
06/04/2021	61644	MST 2012 G.O.B.	monthly installment for 2012 GOB	(863.02)
06/10/2021	61645	Blue Ridge Communications	Acct. 0109950-03 Internet (6/5-7/4)	(49.95)
06/10/2021	61646	Cintas Corporation	Inv. 4084080466, 4086673191	(280.20)
06/10/2021	61647	Claude S. Cyphers, Inc.	Inv. 708688 Parts	(189.78)
06/10/2021	61648	Cramers Home Building Centers	Inv. 2106-751829 Gas Cap	(3.79)
06/10/2021	61649	Miggy's Corp 5	Act. 15, Inv. 5/28, 6/3, 6/5	(1,134.00)
06/10/2021	61650	Orkin Pest Control	Inv. 449895 Pest Control	(67.53)
06/10/2021	61651	PA American Water	Acct. 1024-210033261244 (5/7-6/4)	(147.61)
06/10/2021	61652	Pepsi-Cola	Inv. 30224607 Soda	(453.35)
06/10/2021	61653	R&R Products	CD2559714, CD2559546	(442.68)
06/10/2021	61654	Resort Beverage	Beer	(241.47)
06/10/2021	61655	Turf Equipment & Supply Co.	Inv. 1128266-00 Parts	(1,886.40)
06/10/2021	61656	Verizon	250-732-879-0001-10 May & June	(443.38)
06/10/2021	61657	Verizon	250-732-881-0001-73 April, May, June	(1,036.67)
			<b>TOTAL:</b>	<b>(7,956.57)</b>